How to Use this Guide
Provide two sets of plans, drawn to scale and complete the following (hint: use graph paper with ¼” squares. Example: ¼” = 1’):

1. **Complete this Building Guide** by filling in the blanks on page two and indicating which construction details will be used, and the R value of insulation used.

2. **Provide 2 Plot Plans** showing dimensions of your project or addition and its relationship to existing buildings or structures on the property. Show all easements and the distance to existing property lines drawn to scale.

3. **Provide 2 Floorplans.**
   Drawn to scale. See example on page 4.

4. **Fill out a Building Permit Application.**
   The majority of permit applications are processed with little delay. The submitted documents will help determine if the project is in compliance with building safety codes, zoning ordinances and other applicable laws.

   Smoke alarms and carbon monoxide alarms are required.

The Colorado Chapter of the International Code Council is a professional organization seeking to promote the public health, safety and welfare to building construction. We appreciate your feedback and suggestions. To obtain a master copy of this building guide, please write to the Colorado Chapter of the International Code Council, P.O. Box 961, Arvada, CO 80001. http://www.coloradochaptericc.org

This handout was developed by the Colorado Chapter of the International Code Council as a basic plan submittal under the 2009 International Residential Code. It is not intended to cover all circumstances. Check with your Department of Building Safety for additional requirements.
**Single Family Residential Addition**

**Building Section**

- **Foundation:**
  - Engineered Design
  - Detail A
  - Check one (see page 3)

- **Roof covering:** (example: Class A 3 tab shingles)
- **Sheathing:** (example: 1/2" exterior plywood)
- **Minimum 1x ridge board:** (example: 1 x 12)
- **12 pitch**
- **Note:** For roofs with slopes less than 4:12, follow manufacturer's instructions for low slope application of roofing material.

Provide roof tie downs
Solid 2x blocking between rafters that are 2x12 or greater

**Note:**
- Attic ventilation and access may be required
- Pre-engineered roof trusses w/truss clips may be used in lieu of roof structure shown.
- Diagonal wind bracing or braced wall panels @ corners and each 25' of wall.
- Pre-engineered floor systems may be used and should be installed according to the manufacturers installation instructions.

- **Access required**
- **Diagonal wind bracing or braced wall panels @ corners and each 25' of wall.**

- **Note:**
  - Pre-engineered floor systems may be used and should be installed according to the manufacturers installation instructions.

This handout was developed by the Colorado Chapter of the International Code Council as a basic plan submittal under the 2009 International Residential Code. It is not intended to cover all circumstances. Check with your Department of Building Safety for additional requirements.
Single Family Residential Addition

Heads Up

Site Plan
1. **When drawing your plot plan** be sure to show the location of electric, gas, sewer and water service lines. If you don’t know where they are, call the Public Service Utility Notification Center of Colorado, 1-800-922-1987. They will come out and locate lines for you. Remember to ask them about the cost.

2. **Show where the existing** electric and gas meters are located on your home. These meters may have to be relocated and it is best to know this before you start construction.

Floor Plan
1. **Smoke alarms and CO alarms.** Smoke alarms are required to be hardwired and interconnected in new and existing bedrooms, halls and one on each level unless removal of interior wall or ceiling finishes would be required. In this case, battery operated devices are acceptable. Carbon Monoxide alarms are required on each floor with bedrooms. They are recommended to be located no farther than 15 ft. from any bedroom entrance. Do not install within 15 ft. of a fuel burning appliances. Follow manufacture’s recommendations for location testing and replacement.

2. **Additions not to enclose** bedroom or basement egress windows.

3. **Safety glass is required** at specific locations. When you draw in the location of the new windows on the floor plan, the plan reviewer can identify which ones require safety glass.

4. **Heat is required** in all habitable rooms. Show how the addition will be heated on the plan.

Electric Code

**Existing electric service** may require an upgrade or relocation. Indicate the size of your electric service (the number on the main breaker) on your plan. This can help the plan reviewer determine if an upgrade is needed before you start construction.

Roof Overframe

When constructing a new valley, use a continuous board under the bottom cut of the new rafters to provide a solid nailing surface. The board should be at least 2” thick, nominal and should be at least as wide as the base of the new rafter.

Crawlspace Foundation Detail A

- **1/2” x 10” steel anchor bolts** 6'-0” O.C. max., 7” min. penetration max. 12” from corner and 12” from each end of plate (min. 2 bolts per plate).
- **Concrete Encased Ground required for new service**
- **Bottom plate shall be treated wood or Foundation redwood**
- **Insulate wall or floor per Chapter 11, I.R.C**
- **Provide #4 rebar vert. @ 4'-0” O.C. insert rebar into concrete footing or key way**
- **#4 rebar min. continuous top of stemwall & at footing**
- **Sealed with 6 mil. polyethylene film**
- **Interior grade**

Note: Maintain at least 18” clear between the bottom of the floor joists to the grade level of the crawlspace, and at least 12” under a beam.

The crawlspace access must be a minimum of 18” x 24” and be unobstructed.

Basement may require engineered design.

This handout was developed by the Colorado Chapter of the International Code Council as a basic plan submittal under the 2009 International Residential Code. It is not intended to cover all circumstances. Check with your Department of Building Safety for additional requirements.
Sample Floor Plan

NOTES:
A. New 3'-0" x 6'-8" door in existing wall
B. Existing door removed, opening covered with drywall on both sides
C. New 7'-0" x 4'-0" cased opening (replaces existing window)
D. New patio door with tempered glass
E. New 6'-4" wide 4'-8" casement windows
F. Provide header sizes for openings
G. Wall bracing method and location

Example: (2) 2'x10" headers at new window and door openings

This handout was developed by the Colorado Chapter of the International Code Council as a basic plan submittal under the 2009 International Residential Code. It is not intended to cover all circumstances. Check with your Department of Building Safety for additional requirements.